OCR
RECOGNISING ACHIEVEMENT

Centre Authentication Form

OCR Entry Level, GCSE, GCE, Functional Skills, Principal Learning and Project

One copy of this form must be completed for **each** internally assessed unit or component and signed by the appropriate person(s). The completed form **must accompany examined coursework submissions or in the case of moderation the MS1** or centre generated equivalent submitted to the moderator.

It is a requirement of the Code of Practice that this authentication form is signed.

Authentication of candidates' work *– Internal assessors must be able to present upon request a written declaration authenticating the candidates' work and confirming they are satisfied the work produced is solely that of the candidate concerned'*

Centre Name | **Centre No**

Specification or Unit title

Qualification or Unit number/component code

Examination Series | **Year** 2 0

Moderated unit (Please tick box if yes) → *In this case this form must accompany the MS1 or centre generated equivalent submitted to the moderator*

Examined unit (Please tick box if yes) → *In this case this form must accompany the packet of coursework that is posted to the examiner or assessed by the visiting examiner*

Accredited Centre (Please tick box if yes) → *If your centre is accredited for this specification and are not part of the random sample, this form must be sent to Data Capture, OCR, 1 Hills Road, Cambridge, CB1 2EU*

Signature(s) of internal assessor(s) – i.e. person(s) responsible for carrying out internal assessment and/or supervision (in the case of examined coursework) of work:

I/We the undersigned confirm that the candidates' work was conducted under the required conditions as laid down by the specification and OCR additional guidance on coursework/controlled assessment.

I/We confirm, where necessary, that internal standardisation has been carried out before the marks were submitted to OCR.

Signature:…… Print name:……

Signature:…… Print name:……

Signature:…… Print name:……

Please continue on a separate sheet if required.

In order to support internal assessors in authenticating their students' work an **example** of a standard Candidate Authentication Statement is provided on the OCR Website (www.ocr.org.uk). Alternatively centres may wish to continue to use their own internal arrangements for candidate authentication, but these must provide equivalence to the standard Candidate Authentication Statement.

Notes

In the case of private candidates or distant tutored candidates, the centre must ensure that:

- *the tutor/teacher has acquainted themselves thoroughly with the general standard of candidates' work before accepting coursework for Internal Assessment. Work submitted by candidates that is atypical or inconsistent with their general standard may raise concerns over authenticity.*
- *sufficient on-going regular monitoring of the candidates' examination coursework has taken place and where appropriate the required controlled assessment requirements have been met.*
- *Centres are reminded that they must comply with restrictions that may apply to entries e.g. the exclusion of private candidates from a specification.*